***High Wycombe Charter Trustees***

***Mayor’s Parlour, Wycombe Area Office, High Wycombe HP11 1BB***

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| ***Mayor 2022-23*** | ***Cllr. Arif Hussain*** |  | ***Email:***  ***mayor@buckinghamshire.gov.uk*** |
| ***Town Clerk & Treasurer:*** | ***Mr Joe Bradshaw MVO*** |  | ***Email: Joe.Bradshaw1@buckinghamshire.gov.uk*** |
| ***Mayor's Secretary:*** | ***Miss Sarah Martin*** |  | ***Email: Sarah.Martin@buckinghamshire.gov.uk*** |

**NOTES OF A MEETING OF THE FINANCE COMMITTEE**

**HELD IN THE MAYOR’S PARLOUR**

**ON WEDNESDAY 27 JULY 2022**

**The meeting began at 6 pm**

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| **Present:**  Cllrs: Arif Hussain (Mayor), Nabeela Rana (Deputy Mayor), Tony Green, Majid Hussain and Mahboob Hussain.  Mr Joe Bradshaw MVO (Town Clerk) was also in attendance | |
| 1. | **Welcome and Introductions**  The Mayor opened the meeting and thanked everyone for attending. |
| 2. | **Apologies**  The Town Clerk reported that Andrea Baughan had offered her apologies. |
| 3. | **Minutes of Last Meeting and Matters Arising**  The minutes of the last meeting were agreed as a true and accurate record and there were no matters arising which do not appear in the agenda below. |
| 4. | **Appointment of Chairman and Vice-Chairman**  The Mayor asked those committee members present whether any of them wished to be Chairman of the Committee. Following a short discussion it was agreed unanimously that Cllr Mahboob Hussain be appointed as Chairman and that Cllr Tony Green be appointed as Vice-Chairman. |
| 5. | **Bank Balance and Spend Forecast to 31 March 2023**  The Town Clerk advised that the bank balance as at 27 July 2022 was £83,937.99 and that the finances of the Charter Trustees were in a healthy state and that the second payment of the precept would be credited to the bank account in September. The Town Clerk estimated that the budget spending was on target and that there might be a slight underspend at the end of the financial year as a number of events that had been delivered had come in under budget. |

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| 6. | **Review of Honorariums for Officers**  The Finance Committee agreed unanimously that there was no need to increase the honorarium payments for any of the officers and they would remain at the following annual rates:  Town Clerk £6000  Beadle £400  Macebearer £400  Town Crier £400 |
| 7. | **Review of Mayor’s Allowance**  The Finance Committee agreed unanimously that there was no need to increase the allowance for either the Mayor nor the Deputy Mayor and these allowances would remain at the following annual rates:  Mayor £7500  Deputy Mayor £1560 |
| 8. | **Bank Account Signatories**  It was agreed that the following members of the Finance Sub-Committee would be added to the list of signatories on the Charter Trustees bank account:  Cllr Mahboob Hussain  Cllr Majid Hussain  The Town Clerk agreed to contact with the bank to add both Charter Trustees to the registered signatories. |
| 9. | **Any Other Business**  There was no other business |
| 10. | **Date of Next Meeting**  The next meeting of the Finance Sub-Committee would be agreed after the external auditor sends their report on the FY 2021/22 set of accounts. |
|  | C:\Users\jbradsh1\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\3DTP4IIA\IMG_6378.jpg   |  | | --- | |  | | **Joe Bradshaw**  **Clerk and Treasurer**  **to the High Wycombe Charter Trustees**  [**Joe.Bradshaw1@buckinghamshire.gov.uk**](mailto:Joe.Bradshaw1@buckinghamshire.gov.uk)  **Mobile: 07702-485133** | |